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SAFETY INFORMATION BULLETIN: SB02-01, Rev. 1

April 24, 2003

Subject: Repair and Alteration Certification Program Requirements

SCOPE

These administrative rules and procedures are provided for those applicants who wish to obtain a Technical Standards and Safety Authority (TSSA), Boilers and Pressure Vessels Program, Certificate of Authorization for the repair or alteration of a boiler, pressure vessel, fitting or piping. An organization may qualify a program for Ontario only by following the requirements described in this document. The issuance of this Certificate of Authorization is available to contractors whose scope of business includes the repair or alteration of boilers and pressure vessels, manufacturers of boilers and pressure vessels as well as owners and users of boilers and pressure vessels.

This program satisfies the requirements of CSA-B51, Part 1.

CERTIFICATION PROCESS

Repair contractors, manufacturers, owners or users that make repairs or alterations to equipment regulated under the Technical Standards and Safety Act, 2000, Boilers and Pressure Vessels Regulation in Ontario may apply to TSSA, Boilers and Pressure Vessels Program, for a Certificate of Authorization. Application Forms may be obtained from TSSA.

When an applicant has plants or shops in more than one location, the applicant shall submit separate applications for each plant or shop. The applicant may perform repairs or alterations in its plants, shops, or in the field, provided such operations are described in the applicant's Quality Program. The documented Quality Program shall be reviewed by TSSA in accordance with the prescribed requirements.

An applicant for a TSSA Certificate of Authorisation shall have and maintain a written Quality System in the form of a Quality System manual. The System shall meet the requirements of the TSSA checklist for Accreditation of Boiler and Pressure Vessel Repair or Alteration Organizations. The Quality System may be brief or voluminous, depending on the circumstances. It shall be available for review by TSSA staff at any time. Copies of the manual shall be made available to TSSA in advance of a planned survey date.

The applicant's facilities are subject to a survey of the Quality Program, which shall be demonstrated to the satisfaction of the TSSA, Boilers and Pressure Vessels Program survey team. This demonstration shall be performed on a work sample representative of the type of repair or alteration work that the application intends to perform.

The applicant shall have available for verification the latest edition and addenda of the National Board Inspection Code (NBIC) publication #NB-23, and the construction Code section(s) for the work to be performed.

The organization shall demonstrate sufficient implementation of the Quality Program to provide evidence of the organization's knowledge of welding, non-destructive examination, postweld heat treatment and other repair or alteration activities performed, appropriate for the requested scope of work. The demonstration may be performed using current work, a demonstration mock up, or a combination of both.

A recommendation to issue, renew, or withhold the Certificate of Authorization will be included in the TSSA survey report which will be forwarded to the TSSA Head Office for review and approval.

TSSA will provide training, reference materials and required forms to the applicant's staff on requirements for alterations / repairs.

TSSA reserves the rights to cancel, refuse to issue or renew such authorization where there is a valid reason for doing so. Upon acceptance of the Quality Program and payment of the required fees (including expenses), a Certificate of Authorization will be issued expiring on the triennial anniversary of the date of the Quality System review.

SIMPLIFIED REVIEW PROCESS

Holders of ASME "S", "A", "M", "U", "U2", "PP", "H", "HLW" stamps, National Board "R" stamp or CSA-B51 Certificates of Authorization to manufacture Boilers and/or Pressure Vessels may apply for a Simplified Review Process. In this case the following requirements shall apply in addition to the other applicable details outlined in this document:

- An uncontrolled copy of the ASME or TSSA accepted quality manual with a supplement that addresses compliance with Parts RC and RD of the National Board Inspection Code shall be submitted to TSSA Head Office for review. The manual shall include samples of Repair and Alteration nameplates to be used.
- TSSA will provide training, reference materials and required forms to the applicant's staff on requirements for alterations / repairs.
- TSSA shall issue a separate Certificate of Authorization for Repairs and Alterations to successful applicants under this process.
- Fees will be charged based upon time spent on manual review, delivery of training, associated expenses and TSSA administrative costs.

RENEWAL OF CERTIFICATE

The Certificate of Authorization is renewable every three years subject to a further survey and acceptance of the Quality Program by a designated representative of TSSA, Boilers and Pressure Vessels Program. Application for renewal shall be made at least three months prior to the expiration date of the Certificate of Authorization.

CHANGES TO REQUIREMENTS

TSSA may at any time make changes to the rules for the issuance of Certificates of Authorization. Such changes to the rules shall become binding on all certificate holders.

QUALITY PROGRAM REQUIREMENTS

A written Quality Program manual shall be submitted to TSSA, Boilers and Pressure Vessels Program, in accordance with the requirements of the National Board Inspection Code clauses RA-2150 through RA-2151(a) to (s), with the following exceptions:

RA-2150 Quality System

Delete "National Board" on first and last line and substitute "TSSA"

RA-2151 Heading

Delete "For Qualification for The National Board "R" Symbol Stamp"

RA-2151(a) Title Page

Delete National Board and substitute "TSSA"

RA-2151(n) Acceptance and Inspection of Repair or Alteration

Delete "National Board Inspection Code" on second last line and substitute "TSSA"

RA-2151(p) Report of Welded Repair or Alteration Form

Delete "National Board Inspection Code" (two places) and substitute "TSSA" in each place

For further information contact:

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